

Administrative Procedure 4250: Probation, Disqualification and Dismissal

1. A student who is placed on Academic or Progress Probation or who is dismissed from the college will be notified in writing and will be informed of college support services available.
2. A student who is on Academic or Progress Probation is limited to no more than 12 units in any semester of 16 weeks or more, and no more than 4 units in any session shorter than 16 weeks (i.e. winter or summer session).
3. A student who is on Academic or Progress Probation or who is returning to El Camino after having been dismissed is advised to see a counselor before registering for subsequent semesters.
4. The student has the right to appeal dismissal..
 - a. The student must file the written petition of appeal with the Admissions Office within the time limit noted on the dismissal letter. If the student fails to file a written petition within the specified period, the student waives all future rights to appeal the dismissal and must sit out that semester.
 - b. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons.
 - c. Petitions will be reviewed by the Reinstatement Committee. The student will be notified of the Committee's action in a timely manner.
 - d. The student may appeal the Committee's decision in writing to the Dean of Counseling within 21 days of the date of notification. The decision of the Dean of Counseling is final.
5. A readmitted student will remain on probation until the cumulative average is 2.0 or above and/or the percentage of "W," "I," and "NC/NP" entries are below 50%. A student who withdraws from ECC voluntarily while on probation will be readmitted in the same status that existed at the time of withdrawal.

Reference: Title 5, Section 55754, 55755

Board of Trustees Agenda – June 15, 2009